

Announcement for Faculty Position
(International networks)

1. Purpose and Background of the Recruitment

The Center for Global Education and Collaboration, Shinshu University aims to promote global education, facilitate overseas study programs and exchanges, strengthen the acceptance of international students, implement Japanese language education, provide guidance and support for academic and daily life matters, contribute to the internationalization of the local community, promote international cooperation and collaboration, and enhance academic exchange and international publicity.

In this recruitment, we require one faculty member for implementing collaborative international learning programs, establishing international networks, and teaching English courses for General Education.

2. Position Title

Associate Professor, Senior Assistant Professor, or Assistant Professor

3. Number of Positions

One

4. Affiliation

The Center for Global Education and Collaboration.

5. Primary Work Locations

Matsumoto City, Nagano Prefecture

6. Primary Responsibilities

- (1) Implementing and providing support for Collaborative International Learning on specialized subjects.
- (2) Concluding, renewing, and exploring academic exchange agreements, particularly with overseas academic institutions and universities.
- (3) Planning and managing courses incorporating Collaborative Online International Learning (COIL) with overseas partner universities.
- (4) Planning, managing, and implementing overseas study programs with partner universities, including dispatch and acceptance.
- (5) Teaching English subjects in General Education and various faculties.
- (6) Research on the development of career education for international students.
- (7) Other tasks necessary to achieve the objectives of the Center for Global Education and Collaborations.

7. Qualification

We are seeking who is a first language or equivalent English speaker and who possesses high communication skills, with emphasis on cooperation and teamwork, a proactive approach to work, and the following qualifications:

- (1) Having a master's or doctoral degree or those with knowledge and experience relevant to the duties aforementioned.
- (2) Sufficient proficiency in the Japanese language (equivalent to Japanese Language Proficiency Test N2 level or higher).
- (3) Practical experience in contracting and memorandum-related tasks in universities,

research institutions, and companies.

- (4) Good health.
- (5) A regular driver's license.
- (6) Should be able to assume duties from January 1, 2025.
- (7) Should be able to reside in the place of employment or its vicinity after being hired.

8. Date of Appointment

January 1, 2025.

9. Employment Contract Period

Term-based (January 1, 2025, to December 31, 2029).

The employment shall be subject to a probationary period of initial 6 months.

The contract period may be subjected to renewal based on the performance evaluation.

10. Benefits

- (1) Salary: Annual salary system based on the Shinshu University regulations*.
*Reference of FY2022 average salary: Associate Professor=8,198,000 yen,
Senior Assistant Professor=7,751,000 yen, Assistant Professor=6,578,000 yen.
- (2) Working hours: Full-time, Discretionary Labor system.
- (3) Welfare: Employment insurance, workers' accident compensation insurance, and social insurance (Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association).

11. Submission of Documents

Please submit a copy of each of the following documents. Download Form 1, 2, 3, and 4 from the Shinshu University website (<https://www.shinshu-u.ac.jp/guidance/office-worker/>).

- (1) Curriculum Vitae (Form 1).
- (2) Document certifying the final academic background and degree (graduation certificate or diploma (copy of the degree certificate)).
- (3) List of educational achievements (Form 2).
- (4) List of research achievements attached by copies of three major papers or summaries of books (Form 3).
- (5) Summary of previous education and research (A4 size, one page).
- (6) Vision and goals regarding global education and international student education (A4 size, one page).
- (7) Course syllabus (Form 4): Design a course that contribute to the development of global human resources among university students by introducing a collaborative online international learning with overseas partner universities and focusing on improving the capacity of English communication and cross-cultural understanding. Clearly specify the intended course names, target academic years, and the course position in the curriculum.

12. Application Deadline: Must arrive by August 30, 2024.

13. Selection Method

- (1) First Screening: Document screening.
- (2) Second Screening: Face-to-face or online interviews with the successful candidates during the first screening. The candidate for the second screening will be contacted individually via e-mail. During the interviews, a mock lecture (20 minutes) will be

conducted based on the submitted course syllabus. The applicants will be responsible for the transportation expenses for attending the interview.

14. Document Submission Address

Send to the Director of the Center for Global Education and Collaboration, Shinshu University
3-1-1 Asahi, Matsumoto City, Nagano Prefecture, 390-8621, Japan.

- (1) Please send the application documents using a traceable method such as registered mail, simple registered mail, or letter pack. Please write "Documents for Application for Faculty Member at the Center for Global Education and Collaboration, Shinshu University" on the envelope in red ink.
- (2) If you have a preferred contact address, please indicate it.
- (3) Application documents are not returned. Any personal information provided during the application process will be managed appropriately in accordance with the university's regulations and will not be used for purposes other than the selection process.

15. Contact

The Center for Global Education and Collaboration, Shinshu University
E-mail: kokusai_koubo01@shinshu-u.ac.jp

16. Others

- (1) Shinshu University actively promotes initiatives related to gender equality, including support for female researchers and actively employs and appoints female researchers. Therefore, in the selection and appointment for this public offering, priority will be given to female candidates if their qualifications are equivalent, though gender is not the primary factor in choosing an applicant.
- (2) Please provide information on any awards, penalties, or disciplinary actions in the designated section of the Curriculum Vitae (Form 1). It is important to include any criminal records or history of disciplinary measures. Failure to disclose such information may be considered as falsification of your employment history, which could lead to the cancellation of your application or disciplinary dismissal if hired.